

MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING

14 June 2004

PRESENT: Cynthia A. Herman, Chairman
Gary Daniels, Vice Chairman
Noreen A. O'Connell, Member
Len Mannino, Member
Lawrence D. Pickett, Member
Katherine E.L. Chambers, Town Administrator
Darlene J. Bouffard, Recording Secretary

1.CALL TO ORDER: Chairman Herman called the meeting to order at 5:04 p.m. and indicated that the 5:00 appointment with Bill Ruoff will need to be rescheduled due to illness. All members concurred with Town Administrator Chambers' recommendation to reschedule Bill Ruoff to the next meeting of June 28 at 5:00 p.m.

2.MINUTES: The minutes of the May 10, 2004 meeting were presented to Chairman Herman for review. Vice Chairman Daniels moved to accept the minutes as presented. Selectman Mannino seconded for discussion. Chairman Herman requested a change to Page 3, regarding the traffic light at Ponemah Hill Road that should read "a traffic light COULD be installed" instead of "SHOULD be installed." Also on Page 3, Line 26 Chairman Herman requested a change to read " . . . the study showed that SOME OF THE criteria in Section 1B was met." All were in favor.

The minutes of the May 24, 2004 meeting were presented to Chairman Herman for review. Vice Chairman Daniels moved to approve the minutes as presented. Selectman O'Connell seconded for discussion. Vice Chairman Daniels requested a change to Page 6, Line 50 to read that Vice Chairman Daniels made the motion instead of Selectman O'Connell. Selectman Pickett requested a change to Page 5, Line 55 to read that Selectman Mannino was on the subcommittee. All were in favor.

3. REPORTS OF BOARDS & SPECIAL COMMITTEES:

-Alternate Fiscal Year Committee. There is a meeting Tuesday, June 15 at the High School library.

-Ambulance Billing Write-Off Committee. There is nothing new to report.

-Ambulance Study Committee. This is moving forward; there will be a walk-through with the ambulance service soon. The committee is trying to make sure it is comparing apples to apples. Chairman Herman asked if enough information is available, to which Selectman Pickett responded he believes there will be enough information, but getting everything done by September 1 will be tight. The report may not be completed by September 1, but the information should be pulled together.

-Board of Selectman Goals. Chairman Herman is concerned that a newsletter has not gone out yet. A draft of a request for volunteers has been submitted by Selectman Pickett for the newsletter. Any subcommittee items to be shared with the public should be compiled for the newsletter and given to Chairman Herman. Selectman O'Connell has spoken to the Hillsborough County Attorney regarding the Town Prosecutor position; the attorney has outlined various ways that the court can have its prosecutors. There is one possibility to save some money and still have a full time Prosecutor and share with other small towns. A lot of research is required in this effort, but Selectman O'Connell does not feel it requires another committee. Town Administrator Chambers and Selectman O'Connell need to sit down with Captain Winterburn to find out where the Town stands.

-Conservation Commission. There is a lot going on right now with the Conservation Commission. The bridge, however, was awarded to another community. All Board members have been receiving the Conservation Commission minutes.

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1 **-DO-IT Committee.** There is a design committee meeting on Wednesday, June 16 at 4 p.m. with a designer to look
2 at improvements that can be done on South Street.

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4 **-Facilities Committee.** There is nothing new to report.

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6 **-Fletcher Cap Committee.** An organizational meeting will be held Wednesday night at 6 p.m.

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8 **-Government Study Committee.** The final report will come to the Board of Selectman either at the next meeting or
9 the meeting after.

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11 **-Heritage Commission.** The Heritage Commission is looking at the barn at the former Ram & the Thicket property.
12 There is a meeting planned for June 21.

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14 **-Impact Fee Committee.** There is nothing new to report.

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16 **-Joint Loss Management Committee.** There is nothing new to report.

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18 **-Library Trustees.** A meeting will be held Tuesday, June 15 at 7:30 p.m.

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20 **-MACC Base.** There is a Board meeting this week. Chairman Herman indicated the Fire Alarm system issue will
21 be brought up to MACC Base at this meeting for discussion.

22
23 **-Manifest.** There is nothing new to report.

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25 **-MIDC.** A meeting is scheduled for July 7 at 7:30 a.m. and needs to be added to the Town calendar.

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27 **-NH School Health Care.** A letter is ready to go out requesting approval for the Town to leave early if a better rate
28 is proposed from another healthcare plan.

29
30 **-NRPC.** The quarterly meeting is scheduled for June 16 at 7 p.m., however Chairman Herman cannot attend be-
31 cause the MACC Base meeting is the same night. Chairman Herman requested another Board of Selectman member
32 to attend for budget discussions. Vice Chairman Daniels volunteered to attend the meeting.

33
34 **-PEG Access Committee.** A meeting is scheduled for Tuesday, June 15 at 7 p.m. at the High School. The commit-
35 tee is currently trying to identify what is needed in order to move on to the next step.

36
37 **-Personnel Committee.** A meeting is scheduled for Wednesday, June 16 at 10 a.m.

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39 **-Planning Board.** The meeting scheduled for Tuesday night has a full agenda including the Hampshire Hills expan-
40 sion. A Work Session is scheduled for June 22 to discuss growth management.

41
42 **-Police Station Building Committee.** This committee toured the Hillsborough Police Department last week. This
43 facility was toured because Chief Douglas felt it was most similar to the needs of Milford. The field of architects has
44 been narrowed to four.

45
46 **-Recreation Commission.** The Recreation Commission is trying to put together a softball game for July 4, as well
47 as getting the Concession Stand up and running and getting people to man the concessions. The pool is ready and
48 the programs are all set. Selectman O'Connell indicated the traffic control police officers will be on duty starting at 7
49 p.m. until the end of the fireworks, but the Recreation Commission activities will start at 5 p.m., so additional police
50 coverage will be needed for those 2 hours. Town Administrator Chambers believes the money in the warrant article
51 will cover that police coverage. Town Administrator Chambers asked about the concessions, and stated she is un-
52 sure of how much money will be available to purchase equipment for the concession stand. There is also some con-
53 fusion about whether there is a refrigerator and freezer at the pool house. Selectman O'Connell indicated the Swim
54 Team is willing to loan their refrigerator and freezer for this event, but we need to find them. Town Administrator
55 Chambers added that if any money changes hands, proper documentation needs to be maintained for accountability.
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1 **-Recycling Committee.** This committee is now focusing on a brochure to make the public aware of up-to-date recycling information, including the new hours and rates.

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4 **-Regional Water District.** The Charter was sent through the Attorney General's office. The public forum will be held next Wednesday, June 23 at 7:30 p.m.

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7 **-School Board.** The insurance company determined that the Garden Street building will be torn down. The School Board is continuing its discussions with the Town of Mason regarding the possibility of having students tuitioned into Milford High School starting in 2006. A total of 100 students are being considered, 50 at the high school. Right now they are only talking about the High School, due to the lack of space at the Middle School, but eventually that will be discussed as well. An extension to the building might be considered. Selectman O'Connell asked about the demolition of Garden Street and if the timing will work with the plan for the Police Station? Vice Chairman Daniels believes the timing will work out. The School may get more money in demo than originally anticipated, so there may be extra money available. Town Administrator Chambers said the asbestos abatement is starting this week and the demo will be done in the month of July.

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17 **-Solid Waste Committee.** There is nothing new to report.

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19 **-Volunteer Program.** There is nothing new to report.

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21 **-Water/Sewer District Committee.** A meeting is scheduled for June 22 at 7:00 p.m.

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23 **-Zoning Board.** There is a meeting Thursday, June 17.

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25 There were no other reports for this evening.

26 27 28 4. APPOINTMENTS:

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30 **5:00 p.m. - Bill Ruoff Continuation of DPW Reorganization.** Due to illness, Mr. Ruoff was unable to attend. This item has been rescheduled to June 28, 2004 at 5:00 p.m.

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33 **5:30 p.m. - Non-Public Session - Land Purchase.** Upon motion made by Selectman Mannino and seconded by Vice Chairman Daniels, all members assented to enter into non-public session at 5:30 p.m. to discuss a land purchase issue. After discussion, a motion was made by Selectman O'Connell to seal the minutes. Vice Chairman Daniels seconded. All were in favor. A motion was made by Vice Chairman Daniels and seconded by Selectman Pickett to come out of non-public session at 6:10 p.m. No announcements were made.

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39 **6:00 p.m. - Interview of Recreation Commission Candidates.** Chairman Herman asked Scott Hembrow and Joan Dargie why they are interested in being a part of the Recreation Commission. Scott Hembrow responded that he has been in Town for 10 years and wants to get more involved in Town activities. Joan Dargie explained that she hopes to get more programs for seniors in addition to the children's activities. In the next year, Mr. Hembrow feels the biggest challenge for the Recreation Commission is getting a functional group of people together to establish a commission who will work together as a team to meet the goals of the commission. Selectman Mannino noted that he is delighted these people are here to volunteer. Vice Chairman Daniels moved to appoint Scott Hembrow and Joan Dargie to the Recreation Commission for a term of 3 years. Selectman O'Connell seconded. All were in favor.

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48 **6:15 p.m. - Discussion of Telephone Pole Licenses.** Mary Feeney of PSNH has been serving the Milford area for 15 years and wants to talk about pole licensing. Chairman Herman expressed the Board's concern with having the pole installed before the Board receives the application for the pole installation. The Board would like to get the applications before the poles are set. Mary Feeney asked about the volume of complaints. Chairman Herman said there are not a lot, but when it rains it pours. Selectman O'Connell indicated that maybe it could become a part of the planning process so that the poles are approved before they are placed - the plans are seen months in advance of the development. Mary Feeney explained she writes each pole license for Milford and she does not get the sense that things are out of order; she would not like to add another layer of bureaucracy. But, said Chairman Herman, this Board is signing off on applications for pole placement when the poles are already in place - it is done after the fact. Her understanding was that the application should be signed off before the pole is set. Mary Feeney said if a pole is

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1 to be set for a new development, for example, she calls Carl Somero of DPW to let him know there is a stake in the
2 ground. Carl will drive by to make sure it is okay for placement there. The pole location is then identified at the
3 Right of Way Department who does what they need to do and then the application is submitted to the Town; it is a
4 lengthy process, said Ms. Feeney. Chairman Herman understands all the steps involved, but from reading the pole
5 application (that is supposed to be signed off by the Board of Selectman before the pole gets dropped in), the process
6 is not being followed - maybe the form and process should be changed. If the process needs to be changed so that
7 the sign off is done by DPW when they check it, then let's change the process. How do we get it in the right order?
8

9 Selectman O'Connell indicated that a number of years ago, the pole company was actually moving her stone wall
10 because they wanted the pole on the property line, and the application had not even come to the Board yet. Select-
11 man Pickett asked how that can be prevented (putting the pole on the owner's property line). Mary Feeney said they
12 try to put the pole in the right of way. Carl Somero is included in the process because of the Town roads. Ms.
13 Feeney hopes the poles are not put on the owner's property and she feels PSNH gets a pretty good percentage of
14 poles placed correctly. Chairman Herman understands that the process is okay from the standpoint of the power and
15 phone companies, but it is not okay from the standpoint of the Town. The way it is stated on the form right now is
16 not the way it is done - why should the Board of Selectman sign at all? If it is a problem with DPW, then let's correct
17 it. Vice Chairman Daniels commented that if Carl Somero is giving his recommendation, it is not coming to the
18 Board of Selectman. What if the Board of Selectman does not approve the pole placement? There is a purpose to
19 having a process, maybe both parties can compromise. Selectman O'Connell suggested if DPW is being contacted
20 about pole placement, maybe the application should come to the Board of Selectman at that point. Town Adminis-
21 trator Chambers said if Carl Somero is signing off, could he get the application at the same time? If he is approving
22 the location, why couldn't he sign off on the application as well? Town Administrator Chambers would like the ap-
23 plication to go to Carl Somero for signature. She will coordinate this with Mary Feeney and come up with a process
24 for the next Board of Selectman meeting.
25

26 **6:30 p.m. - Colonial Hills Baptist Church Request for Tax Abatement.** Pastor Warren Tanner and Chris Nervik
27 were in attendance to discuss the request for tax abatement. Chris Nervik explained the church was previously rent-
28 ing property in Town and had the opportunity to purchase property on Melendy Road. The tax bill was sent to the
29 previous owner by mistake, and the church just received a notice in April stating that the taxes were delinquent. The
30 church did not realize there would be a tax burden, nor did they realize they were delinquent. It was the understand-
31 ing of the church that the Town understood this was a church and also a non-profit organization. The Pastor did not
32 realize a form needed to be submitted for the tax abatement. Now the church has a tax bill for this year that is due
33 July 1. Chris Nervik asked if the Town would forgive the tax for last year and help them to fill out the proper pa-
34 perwork for the abatement for this year. The total taxes that are due would create a hardship on the church that has
35 about 100 parishioners. Pastor Tanner explained that they did not know there was a form to be filled out for the tax
36 abatement and there was a misunderstanding with last year's taxes. Town Administrator Chambers has spoken to
37 Greg Heyn, Assessor, who said he could provide input at the next meeting after the Board of Selectman has reviewed
38 this request. Vice Chairman Daniels asked if the taxes were paid by the previous owner through September 2003.
39 Town Administrator Chambers said she would need to look at the closing papers.
40

41 Chris Nervik noted that they assumed that the taxes were taken care of up to the time when the property was pur-
42 chased. Town Administrator Chambers responded that the tax year begins April 1, so September 30 is the end of
43 that 6 month period. Because the church was not the owner on April 1, which is when the abatement request is due,
44 the church may not be eligible for exemption the first year. Chairman Herman added that there have been similar
45 situations in the past, so we will need to get the opinion of Greg Heyn before a decision is made. Town Administra-
46 tor Chambers told Pastor Tanner that an application for this tax year must be submitted. Pastor Tanner wished he
47 had received a notice about the taxes; it would have been easier if they had been notified. He does not own property
48 and is unfamiliar with any of the tax issues. Selectman Pickett asked how the Town could notify a new owner. Pas-
49 tor Tanner responded if non-profit organizations are not aware of the tax requirements, the Town could remind the
50 new owners of filling out the application. Town Administrator Chambers said generally, if the Town knows a prop-
51 erty will be exempt, a notification is sent to the owner, but the Town is not always aware of non-profit organizations
52 purchasing a property. Chris Nervik indicated the ZBA was aware of it being a church and the church went through
53 all the channels and did what the Building Inspector and Fire Department asked them to do and felt that something
54 maybe should have been said about the taxes. Chairman Herman indicated the Board will talk with the Assessor at
55 the next meeting.
56

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1 **8:00 p.m. - 10:00 p.m. 2005 Default Budget Discussions.** The meeting with the Budget Advisory Committee and
2 the Board of Selectman was called to order at 8:05 p.m. Board of Selectman members present were:

3 Chairman Herman
4 Vice Chairman Daniels
5 Selectman O'Connell
6 Selectman Mannino
7 Selectman Pickett
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9 Budget Advisory Committee members presented were:

10
11 Chairman Therese Oriani-Muller
12 Don Caisse
13 Bill Fitzpatrick
14 Didi Carter
15 Mike Roske
16 Joe Stella
17 Gil Archambault
18

19 Also present were Rose Evans, Finance Director, and Town Administrator Chambers.
20

21 Chairman Herman explained that tonight, the Board wants to go through the Default Budget and establish what to
22 give Rose Evans and Town Administrator Chambers as a starting point for the budget.
23

24 There were questions raised from BAC members regarding replacement items such as police cruisers and software
25 support. Questions were also brought up about the new DPW positions that have not been hired to date and why the
26 wages would be included in the Default Budget when the positions are not filled. Chairman Herman indicated that
27 the MACC Base line item will be going up, based on Amherst leaving. It will be even higher if Mont Vernon and
28 Lyndeborough leave. An additional \$100,000 was added to that line item. Chairman Herman asked Rose Evans to
29 include the BAC members on the distribution for the monthly reports and for a copy of last year's budget to be given
30 to the BAC as well.
31

32 33 **5. UNFINISHED BUSINESS:** 34

35 **-Consideration of State Motor Vehicle Registration - MAPP & COMPASS.** Leen In't Veld has provided com-
36 ments regarding the MAPP & COMPASS programs. Vice Chairman Daniels moved to table to the next meeting so
37 that members may review his input. Selectman Mannino seconded. All were in favor.
38

39 **-Discussion of Board Policy on Responding to Legislative Proposals at the State Level.** Town Administrator
40 Chambers suggested this be tabled. Since the legislature is out of session, this is not time-sensitive, and the Board
41 can address this before the next legislative session. Vice Chairman Daniels moved to table. Selectman O'Connell
42 seconded. All were in favor.
43

44 **-Curtis Well Study Update.** At the last meeting, the Board of Selectman requested the cost to put in a well head.
45 Tom Neforas has spoken with Earth Tech Inc. who provided a cost estimate of between \$900 and \$1,000 to hire a
46 subcontractor to drill the observation well needed for the study. This cost would be in addition to the fee of \$4,950
47 to conduct the study. Chairman Herman stated there is another study being done by Pennichuck Watershed Commit-
48 tee. Town Administrator Chambers said this Curtis Well Study is very specific to Curtis Wells. Chairman Herman
49 just wants to ensure there is not duplication and if the State can use any of the information collected, the Town
50 should make it available. Town Administrator Chambers will make sure that the data is offered to the State. Select-
51 man O'Connell moved to approve the expenditure of \$5,950 for the Curtis Well Study. Vice Chairman Daniels sec-
52 onded. All were in favor.
53

54 **-Tax Collector / Town Clerk Reorganization Discussion.** The Board of Selectman previously asked Town Ad-
55 ministrator Chambers to look at the organization of the Tax Collector and Town Clerk offices. Town Administrator
56 Chambers has reviewed the work flow and has come up with a recommendation. The workload for the Town
57 Clerk/Tax Collector position has gone beyond what can be done in 40 hours. Town Administrator Chambers pro-

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vided a proposal to separate the Town Clerk and Tax Collector and combine the Tax Collector with the Finance Department. Through this proposed reorganization, there is a cost savings of about \$9,000. Other towns were surveyed for comparison and it was found that each town has its own structure. It would be optimal to serve the Town at one counter, which would provide the best customer service. The Deputy Town Clerk/Accounting Clerk would report to two different supervisors, which is done in other departments for Administrative Assistants. The number of employees providing services to the customers would be similar to what is happening now. Selectman Pickett asked if all the customers will be waiting in line with all these things being handled together. Town Administrator Chambers said it will be no different than what there is now, and we now have mail-in registrations, which spread the monthly workload out a little. Taxes and motor vehicle registrations are both handled at the same counter now.

Vice Chairman Daniels asked if the Accounting Coordinator could end up having 3 supervisors. Town Administrator Chambers has consulted with Bill Drescher about the legal requirements. In order for thus to work the Town needs to continue with a good cooperative relationship between departments and this can provide more skills for back up. Selectman O'Connell asked if the Town Clerk changes, does the Deputy Town Clerk change or can there be continuity by keeping the same Deputy. Town Administrator Chambers said the Deputy could remain the same. The new Town Clerk (when elected) could select a new Deputy, or keep the same one that is in place. Selectman Mannino asked if the Town Clerk is in charge of their hours. Town Administrator Chambers said they are, technically, but the Board of Selectman sets their wage, which would certainly influence the hours decision. Selectman Mannino asked if the Town Clerk has the ability to change the office hours. Town Administrator Chambers said they do, and if the Town Clerk chose to work fewer hours, the wage would be set by the Board of Selectman based on the hours. The support staff would need to work more hours. The Town Clerk is elected and if the person wants to be re-elected he/she would keep the hours that will work best for the citizens. Chairman Herman indicated that Town Administrator Chambers did a great job of organizing and presenting this. Town Administrator Chambers asked if the Board of Selectman wants to go forward with this reorganization. If so, job descriptions will be developed. Town Administrator Chambers also noted that this reorganization has nothing to do with the performance of the current employees of the Town; the Town has fabulous employees in this office and this proposal does not reflect in any way on the performance of those people. Selectman Mannino asked if a position will be eliminated. Town Administrator Chambers said there are actually two positions eliminated and one position created which could provide for advancement for someone. Vice Chairman Daniels moved to table this to the next meeting. Selectman Mannino seconded. All were in favor.

-Discussion of Towing Company Concerns. A letter was received from Kinney Towing regarding the complaint received by the Board of Selectman last month. Vice Chairman Daniels moved to take under advisement. Selectman O'Connell seconded. All were in favor. Town Administrator Chambers indicated she will forward a copy of the Kinney letter to the complainant, to which all members concurred.

-Proposed Draft Amendments to Town Wrecker Rotation Policy. Vice Chairman Daniels is looking for input on this policy from members. There were a few areas that came into question that he and Selectman Pickett were unable to address. One question has to do with the type of wrecker to be requested and that the Police Department makes the request. Chairman Herman asked if the Police have had any more input to this policy. Selectman Pickett said they have not, but that could be pursued. The type of tow truck is usually determined by the tow company based on the situation and the information that is called in from dispatch, said Selectman Mannino. Vice Chairman Daniels indicated another question had to do with where the vehicle is towed. Selectman Mannino suggested using Milford tow companies first and then go outside of Town if they are not available. Chairman Herman requested Selectman Pickett and Vice Chairman Daniels to get the answers to the questions raised for the next Board of Selectman meeting. Chairman Herman will talk with MACC Base to get their input on the changes. Vice Chairman Daniels moved to table. Selectman O'Connell seconded. All were in favor.

-Lease Agreement with US Cellular Discussion. Town Administrator Chambers explained there is no new information; she is still getting data from them.

-Consideration of Discretionary Preservation Easement Application. A letter was sent to the applicant asking for more information. Today, Town Administrator Chambers received a response stating that the applicant has not had time to collect the information.

-Discussion of Traffic Safety Concerns. There is a meeting this week for this discussion.

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1 **-Nashua Street Traffic Study.** Selectman O'Connell indicated that the Board has talked about the Ponemah Hill
2 Road and Powers Street intersections, but would a traffic signal at Powers Street help the Tonella Road and Edge-
3 wood Plaza intersections? If the light were at Powers Street, it might allow some separation so that there would be
4 breaks in the traffic to allow people to get out of Edgewood Plaza or to get into Ledgewood. Selectman O'Connell is
5 not sure that data is available. Vice Chairman Daniels suggested a light may help with the westbound traffic, but not
6 traffic coming eastbound out of the oval.

7
8 **-Fire Alarm System.** Awaiting July 12, 2004 appointment.

9
10 **-Status of Osgood Pond.** Town Administrator Chambers indicated to the Board that this project is waiting for Con-
11 gress to approve the funding, and that could be into August.

12
13 **-Non-Public Session - Negotiations.** Upon motion made by Vice Chairman Daniels and seconded by Selectman
14 Mannino, all members assented to enter into non-public session at 10:17 p.m. to discuss negotiations. After discus-
15 sion, a motion was made by Selectman Mannino and seconded by Vice Chairman Daniels to come out of non-public
16 session at 10:22 p.m. No announcements were made.

17 18 19 6.NEW BUSINESS.

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21 **-Request for Permission to Hold the Great Pumpkin Festival.** Jessica Hejtmanek, DO-IT Director, has requested
22 Board of Selectman permission to hold the Pumpkin Festival on October 8, 9 and 10, 2004. Selectman O'Connell
23 moved to grant permission and resolved that the festival may be held on October 8, 9 and 10, 2004, which resolution
24 is attached and made a permanent part of these minutes, and requested DO-IT to oversee the Pumpkin Festival. Se-
25 lectman Mannino seconded. All were in favor.

26
27 **-Discussion of July 4th Activities at Keyes Field.** Kevin Tyska notified the Board of Selectman of the events
28 scheduled for the July 4th activities at Keyes Field, beginning at approximately 5 p.m. and ending approximately
29 9:30 p.m. to include potato sack races, watermelon seed spitting contest, pie eating contest, dunk tank, Town softball
30 game, Live DJ/Live band, family cookout and pool activities. Town Administrator Chambers asked why activities
31 are being planned in the pool area. Selectman O'Connell responded that the new Pool Director, Laura Gautier, has
32 done similar activities in previous jobs. Town Administrator Chambers' concern is bringing paint and other items
33 into the pool area - they should be non-toxic and non-staining. She is also concerned with the coins and possible
34 choking hazard. If there are vendors, they need to see Town Administrator Chambers for a permit. Town Adminis-
35 trator Chambers also asked who will set up and clean up. Joan Dargie, Recreation Commission, responded that
36 Laura Gautier and her staff will be handling all set up and clean up of the pool activities and each group will be re-
37 sponsible for their own set up and clean up. Town Administrator Chambers reminded all present that there are no
38 stakes allowed in the ground. Chairman Herman asked about the advertising and marketing of the July 4th activities.
39 Joan Dargie explained there will be advertisements in The Cabinet for two weeks.

40
41 **-Request for Board Response to FHA Regarding I-93 Widening.** An e-mail was received from Diane Fitzpatrick
42 regarding the proposed I-93 widening and its impact to towns within a wide radius of the highway. It requests Board
43 input from the Town regarding this project. Selectman O'Connell said the discussion has been that the widening is
44 essential for traffic flow. She sees that this project is taking all the money for road improvements in the State and
45 will also bring more growth to the area. Chairman Herman asked why NRPC doesn't look at this. Vice Chairman
46 Daniels moved to take this under advisement. Selectman O'Connell seconded. All were in favor.

47
48 **-Presentation of George & King Street Parking Issues.** Several residents have submitted complaints regarding
49 the parking of vehicles during school hours on George and King Streets. Since Selectman Mannino lives in that
50 neighborhood, Vice Chairman Daniels asked Selectman Mannino him if there is still a problem. Selectman Mannino
51 said right now it is not, but he does not feel it is a priority right now. Vice Chairman Daniels moved to take this un-
52 der advisement and look at it in the fall if it becomes a problem again. Selectman O'Connell seconded. All were in
53 favor.

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55 **-Request for Budget Transfer.** Kevin Tyska put together a plan for Shepard Park for fencing and irrigation and
56 requested funds from the Trust Fund. The Trustees of Trust Funds approved the request. Kevin Tyska then ap-
57 proached one of the project vendors for support who brought in a substantial amount of discount for the irrigation,

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under the agreement that the Town would install a sign for a period of time stating that the businesses assisted in the improvement. The funding that is not available through fundraising or through the Trust Fund (\$4,000), needs to be transferred from the DPW budget. Approval is required from the Board of Selectman for the transfer of the funds that are still needed from the DPW budget. Vice Chairman Daniels asked if the fence will allow more use of the field. Town Administrator Chambers stated they will get more use of the field and perhaps even a soccer field. Vice Chairman Daniels asked if there will be a home run fence for the baseball players. He would like to keep it fun for the kids so they can hit a home run over the fence. Selectman Pickett said they can also install a plastic fence that can be taken out in the fall for soccer. Selectman O'Connell moved to approve the transfer of \$4,000 from the DPW Demo Disposal Contracted Services to the Shepard Park Fencing project. Selectman Pickett seconded. All were in favor.

-Development of AFSCME & Teamsters Proposal for Successors Agreements. Vice Chairman Daniels moved to table. Selectman Mannino seconded. All were in favor.

-Request for Tax Abatements (4). Upon motion made by Vice Chairman Daniels and seconded by Selectman O'Connell, the following abatement requests were unanimously approved as recommended by the Town Assessor:

Account No.	Map/Lot	Property Location	Abatement
2093	002-008	Christmas Tree Lane	\$ 779.59
1336	42/4	Osgood Road/Mason Road	\$2,596.51
854	018-003	Elm Street	\$1,479.63

Upon a motion made by Vice Chairman Daniels and seconded by Selectman Mannino, the following abatement request was unanimously approved as recommended by the Town Assessor:

Account No.	Map/Lot	Property Location	Abatement
3099	019-025A	Brookstone Manor - Elm Street	\$ 7,764.08

Vice Chairman Daniels asked if the Town reclaims any of these during revaluation. Chairman Herman indicated when new appraisals are finished it should be a wash.

-Acceptance of Property Tax Warrant - First Half 2004. Peggy Langell, Tax Collector, requested approval to collect property taxes for the first half year 2004 in the amount of \$12,575,615.07, less abatements in the amount of \$31,171.63, for a net sum to be collected of \$12,544,443.44. Vice Chairman Daniels moved to approve. Selectman O'Connell seconded and all were in favor.

-Execution of Water & Sewer Users Fees for the Month of June 2004. The Water User and Sewer User fees for the month of June 2004 and the May 2004 final bills were unanimously approved on motion made by Selectman Daniels and seconded by Selectman Mannino as follows:

June 2004	Water Users:	\$ 83,932.98
	Sewer Users:	\$117,153.97
May 2004 final	Water Users:	\$ 912.98
	Sewer Users:	\$ 1,268.42

-Non-Public Session - Personnel. Upon motion made by Selectman Mannino and seconded by Vice Chairman Daniels, all members assented to enter into non-public session at 10:22 p.m. to discuss a Personnel issue. A motion was made by Vice Chairman Daniels and seconded by Selectman Pickett to come out of non-public session at 11:15 p.m. No announcements were made.

7. ITEMS NOT ON THE AGENDA.

-E-mail Accounts. Chairman Herman indicated to Town Administrator Chambers that because of the e-mail problems at Town Hall, she does not want any auto forward mail to be sent to her from the Town, but that people can

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1 send things direct to her e-mail address. Town Administrator Chambers responded that the e-mail is now working,
2 but the address books and any historical files are gone.

3
4 **-Orientation Checklist.** Chairman Herman asked if all members have returned the completed checklist to Ruth
5 Bolduc, and if not to please get them finished and returned. Selectman Pickett asked if exit interviews are done for
6 part time employees? Town Administrator Chambers was unsure but will find out.

7
8 **-Perambulation of Mason.** Town Administrator Chambers has not heard back from Mason Town representatives
9 on the date this will be done.

10 11 12 **8. INFORMATION ITEMS.**

13 14 15 **9. ANNOUNCEMENTS.**

16
17 **-Next BOS Meeting.** The next regular meeting of the Board of Selectmen will be Monday, 28 June 2004, at 5:00
18 p.m.

19
20 There being no further business to come before this Meeting, the Board adjourned at 11:27 p.m.

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22
23
24 _____
25 Chairman

26
27
28 _____
29 Vice Chairman